

**PRESIDENT'S STAFF**  
**Daniel Campus**  
**Thursday, November 18, 2010**

**Present: John Cavan, Mary Jane Elkins, Brent Richey, Chad Patton, Tom Wisbey, Michelle Edmonds, Shannon Feinman, Linda Sheffield, Paula Gastenveld, and Peter Hunt**

**Student ID Photo Requirements-** Discussed a request from the threat assessment team regarding a policy on photo ID pictures and their use when banning students from campus.

**Enrollment-** Fall enrollment is 3,494 FTE as compared to 3,499 FTE last year at this time. Spring enrollment is up as compared to last year at this time. The first drop date for spring will be December 1, 2010.

**State Delegation Meeting-** All of our legislators will be invited to a brunch sometime in early December to discuss pushing for the bond issue for the new LRC on the Daniel Campus.

**General Education Certificate-** Discussed the desire to award more general education certificates. Discussed substitutions for SDV and HLT courses and making changes to the current certificate. The instructional deans will work together on a revision. Discussed looking at best practices from successful colleges and also the need to look at the dual enrollment and inmate enrollment.

**Administrative Services Meeting Update-** Peter Hunt gave an update from this meeting. He noted that the Achieve 2015 goals were discussed as well as the re-engineering goals. He noted that the VCCS will be developing project managers for all IT projects.

**Space Justification Assistance-** Peter Hunt discussed hiring a consultant to assist us with space justification.

**Cell Tower Revenue-** We are now able to keep the revenue from cell tower leases.

**General Assembly Visits-** January 20th has been set for one of the visits to the General Assembly. Due to a conflict Mary Jane Elkins is working on a change for the second date.

## **Roundtable Discussion**

**Linda Sheffield-** ABE Program manager interviews are complete and a recommendation was made to President's Staff and accepted.

**Tom Wisbey-** The law enforcement awards banquet held last night on the Christanna Campus was very nice and well attended. In anticipation of Harland Wrenn's retirement, Russ Hicks will be assuming the duties of supervision in the Diesel Program at Pickett Park. There is a wealth of activity in the community regarding the new agri-business program. Tom noted that the SVHEC in South Boston is establishing an advisory committee for agri-business and that he would follow-up to make sure that we have representation on that committee.

**Jack Ancell-** Discussed that we will be getting a program that will send alert messages to the desktop computers similar to Southside Alert. Longwood has approached Gary Cifers in Emporia regarding outfitting one of the classrooms in the Emporia Center with compressed video equipment. Further discussion on this was tabled until John Sykes can be present. Jack noted that this will impact band width at the center.

**Chad Patton-** Discussed that he and Anne Yancey are hard at work assisting Michelle Edmonds with a report due to the Board of Nursing. He noted that his department continues to call students who did not re-register after the drop date to see why this may have occurred. A report will be forthcoming. He discussed a recent report on military-friendly schools, noting that Lord Fairfax CC was listed as one. A comparison of services between Lord Fairfax CC and Southside indicates we are only lacking in a few of the areas, one of which was a establishing a Veterans Club.

**Mary Jane Elkins-** Discussed the Virginia Foundation for Community College Education Valley Proteins, award for Workforce Development. A suggestion was made that Tom Wisbey follow-up on this perhaps requesting funding for expansion of the Fire Science/Paramedic program in cooperation with Paul D. Camp CC. Mary Jane also discussed a recent meeting with the ministerial organization in Clarksville, noting that this would be a wonderful way to promote Middle College. She noted that we need to do all that we can to reach out to civic organizations to push Middle College.

**Peter Hunt-** Discussed investigating the use of LED lighting. He also stated that it appears that the Town of Alberta has issued a statement noting that the water contamination issues have been resolved.

**Michelle Edmonds-** Discussed that the PN faculty interviews for Chase City are complete. A candidate recommendation was given to President's Staff and approved.

**Paula Gastenveld-** Discussed work that she has been doing with the inmate re-entry program at Lunenburg Correctional, noting that this should be ready to go in January. She is also working with search committees for Biology and ITE faculty. Faculty are concerned about appropriate lighting in the parking lots and adequate parking for faculty. Al Roberts noted that he had reported the lighting issue. It appeared an adjustment had been made to the timer on the lights related to the end of daylight savings time. This appeared to have fixed the issue.